OFFICE OF THE CITY MANAGER

NO. LTC # 109-2013

LETTER TO COMMISSION

TO:

Mayor Matti Herrera Bower and Members of the City Commission

FROM:

Jimmy L. Morales City Manager

DATE:

April 3, 2013

SUBJECT: COMMUNITY OUTREACH EFFORTS FOR MEMORIAL DAY WEEKEND 2013

Similar to the City's planning efforts for past Memorial Day Weekends, the City is currently finalizing a comprehensive and coordinated plan for the upcoming Memorial Day 2013 Holiday Weekend (Thursday, May 23, through Monday, May 27).

Community outreach is a vital component of the 2013 Major Event Plan (MEP) in order to ensure the City's residents, businesses and visitors have a clear understanding of the City plans. Therefore, the City has scheduled recurring weekly community meetings from Monday April 8th, and every Monday thereafter through May 13th, to explain the City's MEP. These community meetings will be held in the First Floor Conference Room at 6pm.

Additionally, the City is continuing to conduct a broad and concerted outreach effort throughout the community with outreach to the Nightlife Advisory Task Force, the Greater Miami and the Beaches Hotel Association, GMCVB and Miami-Dade County. As has been done in prior years, staff will. attend various community meetings and organization meetings to provide information on our Memorial Day Weekend MEP Plan.

As always, please feel free to call me should you have any questions or require additional information.

C:

Management Team

F:\INFO\\$ALL\MaxTCD\Special Events\Memorial Day\2013\Memorial Day Community Meeting 2013 LTC.doc